 

*Please note that the use of this document is optional. It can be used to gather information needed for the online application portal. Responses can easily be copied from this form and then pasted into the online application. It is recommended to save this document in case technical issues are experienced during the application process.* ***NOTE: All Recognition Award applications must be completed and submitted through the online*** [***Action for Healthy Kids application portal***](https://afhk.my.site.com/s/login/)***.***

***Email us at*** ***awards@healthymealsincentives.org*** ***for technical assistance or questions.***

**Innovative School Lunch Makeover Award Questions**

**Innovative School Lunch Makeover - Instructions**

Innovative School Lunch Makeover recognizes improvement in the nutritional quality of a school lunch meal while maintaining student acceptance.

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| Please select your School Food Authority (SFA) |
| SFA Name: | *(Drop down box will allow you to select School District Name)* |

Application Guidelines

* **Documentation:** Award criteria requires supplemental documentation to be uploaded (on the next page) to verify adherence to the award requirements. Each file upload field has a maximum file size of 25MB and can support up to 10 individual files. Please combine your supporting documentation where possible.
* **State Agency Confirmation Letter:** Prior to submitting the Recognition Award application, the State Agency Confirmation Letter from Step 2 of the application process must be submitted. Recognition Award applications may be edited and saved without the letter yet submitted, but the "Submit" button for the application will not be available until the letter has been submitted. Once this is complete, the Recognition Award may be submitted as well.

**Innovative School Lunch Makeover - Application**

Within the past 12 months, the SFA has improved the nutritional quality of a school lunch meal for at least one grade group, while maintaining student acceptance of the meal. The makeover meal meets all meal pattern requirements.

**1. Within the past 12 months, the makeover meal was served at least three different times. The makeover meal must meet ALL the following criteria:**

* **Reimbursable meal including all components (i.e., meats/meat alternates, vegetables, fruits, grains, and milk)**
* **Grains must be whole grain-rich grains, as defined by the**[**Grain Requirements for School Meals**](https://fns-prod.azureedge.us/sites/default/files/cn/SP30-2012os.pdf)**, and no grain-based desserts can be used, as defined by superscripts 3, 4, or 5 in the**[**Food Buying Guide for Child Nutrition Program’s Exhibit A: Grain Requirements for Child Nutrition Programs**](https://foodbuyingguide.fns.usda.gov/Content/TablesFBG/ExhibitA.pdf)**.**
* **Changes can be made to entrees and/or sides.**
* **The Healthy Meals Incentives sodium limits for the meal:**

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| --- | --- |
| **Age/Grade Group** | **Healthy Meals Incentives Sodium Limits** |
| K-5 | < 1,000 mg |
| 6-8 | < 1,105 mg |
| 9-12 | < 1,150 mg |

Please provide a description of what changes were made to the lunch to meet the criteria, including:

* How they were implemented;
* When the changes occurred including three different times they were implemented; and
* What the impact was on reducing sodium (e.g., menus have reduced sodium by X grams).

Your description should not exceed 800 words total.

SFA must submit at least **one of**the following for the entire meal:

* Nutrient analysis of recipe(s) OR
* Nutrition facts label(s) OR
* Nutrition information for the new meal

**2. The makeover meal is implemented in at least one school, for at least one grade group, within the SFA that participates in the NSLP and offered as part of school meal service at least three different times during the 12 months prior to award submission.**

Please upload a list of the school(s) used to qualify for the award including name and grade levels. (A list of school names and grade levels is adequate.)

Please upload lunch menus for the original meal and new meal.

**3. The SFA engages students in the selection/development and marketing/promotion of the makeover meal.**

Please add a description of actions taken to engage students including:

* Student acceptance reflected in increased participation for that meal.
* Student acceptability findings (e.g., student survey results showing percent acceptability of the new meal, taste test results), and/or
* How students were engaged in the marketing/promotion of the lunch meal.

Your description should not exceed 800 words total.

**Optional photographs including two or three clear, high-resolution photos of the menu items and any relevant activities with release forms providing USDA with royalty free unlimited rights to the use and printing of the photographs and parental permission forms, when applicable. A high-resolution image is one that's at least 300 DPI, or "dots per inch."**

**If applicable, below are the photo release forms referenced above to select from and upload.**

* [**General Media & Technology Consent-Release Form**](https://www2.actionforhealthykids.org/l/21152/2024-02-02/7nmw8z/21152/1706910338uzGjd21s/HMI_Grantee_General_Media_and_Technology_Consent_Release_Form.pdf)
* [**Media & Technology Consent-Release Form of an Adult**](https://www2.actionforhealthykids.org/l/21152/2024-02-02/7nmw93/21152/1706910510duQnOKeR/HMI_Grantee_Media_and_Technology_Consent_Release_Form_of_an_Adult.pdf)
* [**Media & Technology Consent-Release Form of a Minor**](https://www2.actionforhealthykids.org/l/21152/2024-02-02/7nmw96/21152/1706910668FWtqUlZw/HMI_Grantee_Media_and_Technology_Consent_Release_Form_of_a_Minor.pdf)
* [**Consent for Use of an Entity's Photo-Media Release Form**](https://www2.actionforhealthykids.org/l/21152/2024-02-02/7nmw9z/21152/17069107961fozLoJm/HMI_Grantee_Consent_for_Use_of_an_Entity_s_Photo_Media_Release_Form.pdf)

***The State Agency Confirmation Letter must be submitted prior to submitting the Recognition Award application.***

This institution is an equal opportunity provider.